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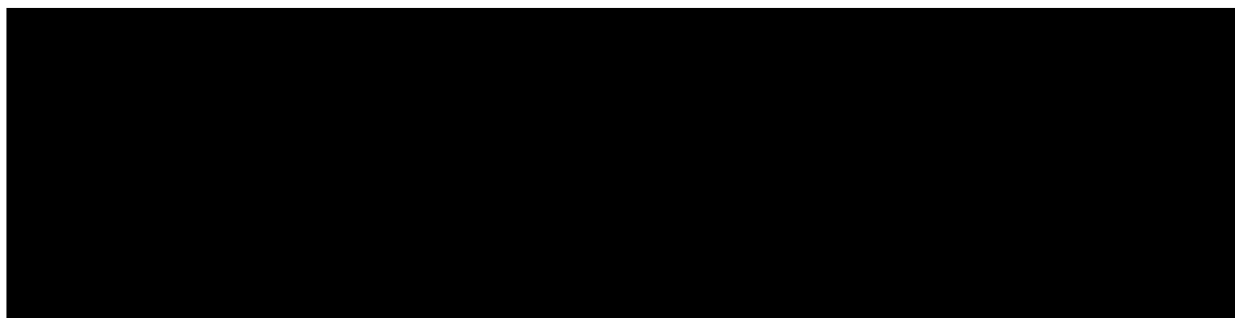
4 February 1955

MEMORANDUM FOR: Chief of Logistics

FROM : Chief, Technical Review and Policy Staff

SUBJECT : Weekly Activity Report

1. General



b. The Inspector General's Report - (new and continued item)

A copy of the Inspector General's report dated 22 January 1955 on the activities of the Logistics Office has been received and is in process of complete review. It is anticipated that detailed comments concerning recommendations and conclusions contained in this report will be prepared for transmittal to the DD/A from the C/LO in the near future.

2. Projects and Studies in Process

a. Publications Survey - (continued item)

This Office is awaiting a reply to a letter sent to the Coxhead Company which is to determine when the Coxhead equipment would be available for composing and photographing the NIS Gazetteers. Meanwhile, consideration is being given to a possible change of format which would continue to utilize the IBM machines but which could be arranged to accommodate at least fifty percent more lines per page. This is being considered as a possible interim arrangement in the event that the Coxhead equipment is not available in less than a year.

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b. Problems with Respect to the Reproduction Shop [REDACTED]  
(continued item)

25X1A

Assistance has been rendered the Planning Staff in determining emergency requirements for this facility. Attended a meeting with the Executive Officer, DD/I to consider requirements previously submitted. Some requirements have also been obtained from DD/P but will require considerable review to ascertain their accuracy and completeness.

c. Graphics Register Study - Eastman Kodak Company - (continued item)

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No action on this project during this period as we are awaiting [REDACTED] proposal for mechanizing the darkroom operation involved in production of graphic register prints.

3. Items of Interest

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a. Regulation [REDACTED] Proposed - (continued item)

A draft of this regulation has been with DD/P-Admin in working level collaboration since 16 December 1954. Efforts are being made to obtain the return of the draft and if the return is not obtained, the regulation will probably be processed without it.

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b. Requisitions Reviewed - (continued item)

Requisition [REDACTED] for one electric Ditto machine to be issued from stock to replace a hand operated Ditto machine was approved.

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